



CM/ECF TRAINING FOR ATTORNEYS

You and/or your staff are invited to attend a CM/ECF Training class. In the "Hands-On" CM/ECF Training class, qualified court trainers will teach you how to ~

- ~ convert documents to pdf format
- ~ retrieve data from CM/ECF
- ~ file cases through CM/ECF
- ~ electronically file pleadings in CM/ECF

We are offering one class per day as noted on the schedule below. Each "Hands-On" CM/ECF Training class will be held in the U.S. Courts Training Center (12th Floor, Room 12105, Richard B. Russell Building and Courthouse). These classes are 2 and ½ hours in length.

Thursday, April 1, 2004	9:00 a.m. - 11:30 a.m.
Wednesday, April 14, 2004	1:30 p.m. - 4:00 p.m.
Wednesday, April 21, 2004	9:00 a.m. - 11:30 a.m.
Monday, April 26, 2004	1:30 p.m. - 4:00 p.m.

Tuesday, May 4, 2004	9:00 a.m. - 11:30 a.m.
Thursday, May 13, 2004	1:30 p.m. - 4:00 p.m.
Tuesday, May 18, 2004	1:30 p.m. - 4:00 p.m.
Thursday, May 27, 2004	9:00 a.m. - 11:30 a.m.

Registration is required for the "Hands-on" CM/ECF Training class and is limited to 10 participants per class. To register your attendance, contact Dan Newsome (404-215-1099) as soon as possible. He will need to know the date and time of your class preference and the name(s) of the participant(s) representing your practice.

***We encourage you to attend the CM/ECF Training for Attorneys workshop.
This is your opportunity to learn more about CM/ECF and how the
system can benefit you, your clients and the court.***